

MINUTES OF DISASTER COUNCIL MEETING
September 23, 2009

Call to Order: Commissioner Glass called the Disaster Council Meeting to order at 3:05 PM.

Flag Salute: Led by Chairman Glass.

Roll Call / Motions

For Excused Absence: Commissioners Matsuda, Galbasin, Glass, and Davis present.

Department Representatives:	Tracy Bonano	Police Department
	Dave Dumais	Deputy Chief, Fire Department
	Paul Vuoso	Fire Department
	Sarah Wiener	Transit
	Jan Wierzbicki	Community Services- Library
	Joe Huld	City Clerk's Office

Local Organizations and Community Members:	Caroline Elam	CERT/TARA/ADT
	Robin Fisher	TUSD
	Meredith Eick	TARA/CERT/ADT
	Mike Martinet	Area G
	Chuck Galbasin	TARA
	Chris Riccardi	Providence LCMMC
	KK Fitch	TARA/CERT/ADT
	Tracy Georgis	UCLA CPHD/ Police Department

Comments from the Public/Staff:

None

Report on Posting of Agenda:

Moved - Matsuda. Second - Galbasin. All Ayes.

Minutes for Approval:

August 26, 2009. Moved - Galbasin. Second - Davis. All Ayes.

New Business:

A. Great American Shakeout Update.

Bonano - Brought up by Caroline last time. Stated that we are not participating in a city exercise but encouraged everyone to participate in their own drop, cover and hold exercise at the designated time. The Disaster Expo is, more or less, the preparedness focus right now. Information for the shakeout is available at shakeout.org.

Glass - Inquired about the date of the Shakeout.

Bonano - Responded 10/15/2009 at 10:15 AM.

Elam - Asked if we were going to publicize it in any way, even though we are not going to participate.

Bonano - Said it was already being publicized through shakout.org, but asked others to share what they have heard.

Glass - Said that he had received an email from the Shakeout.

Galbasin - Said everyone who had participated last year was receiving information.

Elam - Thought we should publicize.

Galbasin - Said that everyone who participated already has received information and that we were already sending it out to Block Captains.

Glass - Didn't think that the Shakeout was pushing involvement as much as last year.

Fisher - The TUSD, 25,000 strong, will be participating. Every school is participating; that means every principal knows and a newsletter is going home with the kids to the parents. Every parent will know that on that day and time there will be a duck-cover-and hold drill.

Matsuda - Asked if Providence LCMMC was participating in the Shakeout.

Riccardi - Stated that they participated last year, and they might this year. However, it is more likely that they will exercise Pan Flu with 80 El Camino nursing students as victims. Said hospital already has done seven earthquake drills in the last three years.

Weiner- Asked if the City does an earthquake drill.

Glass - Stated that last year was the first one. The City opened the EOC and found some things that needed to be corrected.

Galbasin - The City staff and the DSVs had a large drill.

Davis - Said that most departments participated last year.

Glass - Stated that they are not participating this year.

Bonano - Said that the City is also running a POD with LA County, the tentative date of which is December 7th. It will be focused on dispensing H1N1 vaccinations. They will be coordinating with most of the other South Bay Cities as well.

Dumais - Stated that he is on the City Emergency Preparedness Team as is Tracy Bonano. Last year was the big earthquake drill and we can't do the same thing every year. We have to focus on other natural and intentional disasters such as floods, weather events, or acts of terrorism. We have an exercise schedule that we have been off of due to the vacancy in the Emergency Services Coordinator position, but now we will return to it. Fire drills are not done because they are similar to other disasters and because of a lower risk assessment.

Riccardi - Said that the hospitals, including both TMH and Providence LCMHC regularly participate in disaster exercises.

B. Emergency Preparedness for Pre-K Children.

Matsuda - Said that Pre-K children are another vulnerable population with regards to disaster preparedness similar to the senior population. Pre-schools are not part of TUSD, so they are on their own with respect to preparedness. Unofficially surveyed colleagues and contemporaries regarding facility emergency plans for the schools and their kids and received a wide variety of responses from none (as in no response) to a 56 page plan from a Pre-K to 8th grade school. The USGS has duck-cover-and hold coloring sheets; maybe we could do something with that; send along a flyer with recommendations to encourage the schools/daycares' preparedness. Some of the facilities don't even have a requirement on registration forms for listing an out-of-state contact.

Davis - Didn't think that there was really anything we could do since the schools are private businesses.

Fisher - Will have to check with Kim regarding resources.

Matsuda - The Launch School is a Pre-K and part of TUSD and has a plan

with emergency supplies stored in garbage cans.

Fisher - Doesn't know if private pre-schools can be contacted and queried whether they have emergency plans. Acknowledged Launch School preparedness.

Davis - Has spoken at a couple of assisted living facilities that did not have plans or were not familiar with them.

Elam - Said it has been about ten years since the subject has been discussed by the council. A letter from the council and/or the EOC went out to pre-schools and licensed daycare facilities inviting them to the meetings and the response was zero.

Galbasin - Was not opposed to doing something like that again, but would need to check with Brian to make sure that it was ok.

Bonano - Agreed and said that she would need to check with Brian as well.

Dumais/Vuoso - If the facility is licensed it is required to have an evacuation plan for emergencies. The facilities that are invited to have the Fire Department visit usually say that they have food, water, and supplies for a few days in the event of an emergency.

Glass - Asked if Fire only visited facilities subsequent to an invitation.

Dumais/Vuoso - Responded yes.

Fisher - If they are licensed they may be required to have a plan. He is going to ask Mike Martinet.

Martinet - Stated, yes if they are licensed they are required to have a plan but how that is maintained and what periodic inspections there are is unknown.

Dumais - The Fire Department may be asked to do those inspections but they would not be on the "radar" because they are a State responsibility just like the schools.

Vuoso - Reaffirmed that the State has jurisdiction over the schools and the licensed facilities.

Martinet - Said that enforcement is the question. Maybe facilities also have a Torrance business license.

Bonano - Stated that she would check into it and see if they could cross over into emergency prep for these facilities.

Glass - Wondered if there is a database of facilities with business licenses or whether a letter could be sent out again.

Matsuda - Thought it would be great to just reach out to them especially for Disaster Preparedness Month. As a courtesy, we might send them a letter next August, reminding them of Disaster Preparedness Month in September and include preparedness suggestions.

Bonano - Said that she would check on the legality of it with Brian and will investigate the possibility of doing this next year.

C. City Council Committee on Commissions Issues.

Glass - Felt these were addressed at the last meeting.

Bonano - Stated that it was on the agenda in order to address each issue one at a time. The minutes of this meeting will be forwarded over to the Assistant to the City Manager assigned to the Council on Commissions. He will prepare a report from information gathered from all city commissions.

1. Potential Realignment/Consolidation of Committee Opportunities.

Glass - Said that this has been brought up before. We still do not know what the cost-savings are, if any. Thought that they said they were going to bring it back at their next meeting.

Bonano - Agreed that they were planning to do that.

Glass - For this council, in general, the police department is our staff and for that to work out well we should not be merged with any other commission. He doesn't think much is spent on this council, just a little paper, relative to other commissions. Thinks other councils have stacks of paper and some of them have to meet twice a month or even twice a week. We meet once a month and on occasion we find we won't be able to meet and then cancel.

Galbasin - Thought that they are also looking financially at the fact that this is the only commission that meets in the afternoon instead of the evening. Staff might have to be paid overtime for the night meetings.

Bonano - Even though ours is during the day, staff has to be paid to be here. At night it all depends on who they are using. Salaried employees would not get overtime, but hourly employees should.

Glass - Talked to several people one-on-one at the last City Council meeting. Several commissions have to have an attorney present. Many people did not

know what the cost savings would be. Supports staying with the status-quo until the information comes back from the Council on Commissions.

Glass - Thought that attendees from other organizations such as the hospitals and the Red Cross would be less likely to attend Disaster Council meetings if the council were to be merged with another organization.

Matsuda - Concerned that consolidation or realignment may be inevitable and would, again, rather see the council absorbed into Environmental Quality than disbanded completely. Acknowledged she is the lone standout suggesting that the council be absorbed if there was a chance of being eliminated. Thought that all would agree the Disaster Council is a unique group, serving the unique function, having all the various organizations meeting together at one time. Feels the sharing of information about preparedness issues across organizations does not occur in other forums; it may be that some city council members, commissioners, others either do not know or are misinformed about what the Disaster Council does. The Disaster Council is of great value to the City. Thinks we have the most overlapping interests with Environmental Quality in terms of conservation, concerns with increased severity of weather events / disasters, and Mobil Refinery, if merging is inevitable.

Riccardi - Thinks that the Disaster Council is critically important, is special, unique, and should remain intact. It should not be absorbed and should be a stand-alone committee. Believes council is a great forum for businesses to bring issues to the table with the community in order to achieve alignment. Thinks that there is no other committee like this in the community bringing continuity. On behalf of the hospital, keeping something like this running is vital. No other place allows Providence to sit down with TMH and work on these issues without competition.

Glass - Thinks Judy (TMH) is not here today because she is helping in City Council Chambers with an exam.

Elam - Went to the first meeting on consolidation looking over the different rationales. Believes that there is some overlap among the commissions, but in a disaster the day to day is not relevant. Does not support consolidation.

Bonano - Said the Council on Commissions will make a decision after they get facts together. The subject is being researched mainly because of budget and staff cuts.

Glass - Stated they have a committee gathering information but they may not do anything. They want to see if it would save money.

Galbasin - Volunteers said they would give up the \$10/month.

Matsuda - Said all the councils and commissions are fighting to keep theirs. If all the City Council hears is NO, and we do not offer alternatives, they may just decide to cut. Feels the need to come up with suggestions to reduce meetings or work with another commission.

Bonano – More information will be shared at the next Council on Commissions meeting. Also, breaking out how much time staff spends on activities may be a little tough for some departments.

Weiner - Wanted to know if we had the notes of the last meeting where this was discussed. She gets the agenda but not the Minutes.

Glass - Said they are in the Minutes.

Bonano - Asked if Weiner wanted the Minutes.

Weiner - Wanted to be sure that the Council knew the reasons cited in last month's Minutes. Wondered whether they would get that.

Bonano - No, only what is recorded in the Minutes today.

Riccardi - Offered to represent Disaster Council at a City Council meeting in order to forward this cause.

Glass - Said the next meeting hasn't been scheduled yet but that the will be sent to Mr.Riccardi.

Bonano - Agreed.

Fitch - Disagreed with Matsuda in that all councils are unique unto themselves. They may overlap in a certain areas but they have different agendas. Attended an Environmental Quality meeting and said they already feel over encumbered with their own issues. Also sees no reason for volunteers to be consolidated.

2. Schedule Meetings Quarterly as Needed.

Glass - Doesn't quite know what this means. Maybe some commissions don't have enough to do and don't need a meeting every month.

Bonano - Said they are looking for opinions on whether the meetings should continue every month.

Glass - Said his opinion was that the meetings should continue every month. In the past if we couldn't or shouldn't meet, the meeting was cancelled.

Galbasin - Agreed that meetings should not be quarterly, but said that

meetings may be eliminated in either November or December and again in either July or August due to poor attendance. Feels quarterly meetings would be problematic for getting things done such as PPE and preparedness for seniors.

Matsuda - Feels getting these things done is a matter of efficiency and has little to do with whether the meetings are scheduled monthly or quarterly. Not opposed to as needed meetings, but would lose opportunities revealed during orals to share information between organizations.

Weiner- Feels that monthly meetings are more helpful. She attends a bi-monthly meeting, but views monthly meetings as more helpful to all the organizations.

3. Potential to Move Specific Issues/Duties from one Commission to another.

Glass- Doesn't understand what they are asking. It sounds like Question #1.

Matsuda - Doesn't think the question applies to the Disaster Council.

Old Business: Note – Deputy Fire Chief Dumais asked to address Agenda Item C., discuss a PPE legal issue and the TFD Public Education Officer personnel change prior to leaving the Disaster Council meeting at 4 PM. His request was honored.

Dumais - Said that as directed by Council, the Public Education Officer will be non-sworn as of February 1st. They will be trained in CERT, CPR, & NIMS. The position is currently in negotiations with the City Manager.

Glass - Asked if this person would have the same duties and do the same things as Paul Vuoso and would it be somebody new.

Dumais - Said yes, but will be a civilian. Also there will be provisions made for personnel back-up in case this person were ill or injured.

Glass - Asked whether there would be a replacement in February.

Dumais - Did not directly respond.

Galbasin - Asked if Paul would be available to cover/train the new employee at the March CERT Academy.

Dumais - Responded yes, Paul or someone else would be available.

Council - Thanked Paul for a job well done.

C. AED Placement Locations.

Dumais - Said there was a communication breakdown regarding the procedure for AED placement, but it is now being followed. There is already a procedure in place for deciding AED placement but if the Disaster Council has any recommendations, they may forward them to Captain Peterson, Fire. Of the three AEDs already accounted for, one is in the Library now and the others will go to TPD and the Fire Station. TMH is committed to training and maintenance.

Also, be cautious about giving someone PPE. The new Good Samaritan ruling says you have to state your training when you give anyone PPE or you won't be covered. In other words you have to identify yourself as an EMT or a Paramedic or trained in First Aid or you won't be covered. Again, be cautious about giving someone PPE who isn't trained.

Galbasin - Stated that the PPE for employees was intended for their own protection.

Dumais - Reminded that giving someone PPE implies that they may be required to do a job. Beware of this if they are not trained.

Matsuda - Stated that the City Attorney's Office already approved the recommendation of PPE for City employees in that we need not let liability concerns prohibit an effort to provide basic protection for city employees.

Glass - Said we are not asking them to go out and be heroes. They may use the PPE to shelter in place.

Galbasin - Said it has been recommended many times that City employees be CERT trained and they are welcome to do this.

Glass - Thanked Chief Dumais for attending and extended an invitation to attend more often.

A. Disaster Expo Update.

Bonano - Everything is in place, maps are out, Daily Breeze article will go out in a couple of weeks, and the PTA has sent a message out to their association. The Red Cross Blood Drive is ready to go.

B. Discuss PPE Draft Letter to City Council.

Glass - Thanked Kristin. Said that the commissioners had already read the two letters multiple times and felt they were ready for a motion to accept

draft #2.

Moved - Galbasin. Second - Davis. All Ayes

Glass - Asked for discussion and whether anyone wanted Kristin to read it.

Bonano - Said everyone did not have a copy so Kristin would read it.

Matsuda - Read draft #2 of the letter regarding PPE for employees. Questioned inclusion of Disaster Expo date depending on when the letter goes out.

Bonano - Said will try to get this issue on the agenda before the Expo or will delete that sentence.

Glass - Called for vote. All ayes.

ORALS

A. Comments from Commissioners/Staff/Public

Weirzbicki - Said the AED is at the Civic Center Library and training is happening now. It will be activated when all staff has been trained.

Galbasin, C. - Asked for key to check the Library cable.

Weirzbicki - Responded yes.

Riccardi - Recommended everyone get the seasonal flu vaccination and not to put themselves or their families at risk. Put time and space between this one and H1N1 vaccine. Seasonal flu vaccine is available now.

Martinet - Asked about the Health Fair which was 9/24/09. Flu shots would be available.

Fitch - Said that an ADT simulated intake would be on cable TV the first week in October at both Noon and eight PM. Canine Corner Channel 3.

Vuoso - Stated that all CERT academy members passed.

Elam - Said flu shots would be available on October 5th at Ken Miller.

Bonano - This may be only for seniors.

Weiner - Wanted a copy of the minutes sent to her.

Bonano - Responded yes.

Martinet - Reported that a group of people from Area G would be going to Maryland to attend Emergency Management training for one week. This is coming up in February.

Riccardi - Said that there would be an Area G meeting soon.

Glass - Thanked everyone for coming and asked for a motion to end the meeting.

B. Announcements/Updates

None

ADJOURNMENT

The meeting was adjourned at 4:20 PM to a meeting on Wednesday, October 28, 2009, to be held in the West Annex Commission Meeting Room, 3031 Torrance Boulevard, Torrance, California.

These September 23, 2009 minutes were approved as submitted on October 28, 2009.